From the Office of the Executive Secretary to the School Committee

School Committee - Regular Meeting **July 30, 2013**

A G E N D A (REVISED 7/26/13 Supplemental added)

1. **Public Comment (3 Minutes)**:

2. **Student School Committee Report**:

3. **Presentation of the Records for Approval**:

   - Special Meeting – July 3, 2013
   - Special Meeting – June 27, 2013
   - Special Meeting – June 25, 2013
   - Special Meeting – June 25, 2013
   - Regular Meeting – June 18, 2013
   - Regular Meeting – June 4, 2013

4. **Reconsiderations**: None

5. **Unfinished Business/Calendar**: None

6. **Awaiting Reports:**

• Update of Wellness Policy **(Davis, Turkel)(C13-048)**	3/5/13
• Student Information System **(McGovern, Nolan)(C13-050)**	3/5/13
• World Language program as an effective use of additional time in the school day-update School Committee to any progress at the 2nd meeting in November **(McGovern, Nolan, Osborne)(C13-081)**	4/2/13
• Collaboration (initiatives, student internship, financial support between MIT/CPS **(Harding)(C13-106)**	5/7/13
• CRLS AP Program Report **(Nolan, Harding)(C13-133)**	6/4/13
• SEI Students mainstream without switching schools **(Fantini, Turkel)(C13-132)**	6/4/13
• Making water available in all cafeterias **(Davis, Turkel)(C13-145)**	6/18/13
• Controlled Choice: Superintendent will work with Administration, teacher and School Councils that are under-chosen (2a of the policy)**(Fantini, Turkel)(C13-147)**	6/18/13
• Controlled Choice: Superintendent will develop guidelines: Hardship appeals(4e of the policy)**(Fantini, Turkel)(C13-147)**	6/18/13
• Controlled Choice: coherent Controlled Choice Policy drafted for adoption by 1st meeting in October (5a of the policy)**(Fantini, Turkel) (C13-147)**	6/18/13
• Upper School Course Booklet for families **(Turkel)(C13-148)**	6/18/13
• All families leaving District will have interview to gather info and improve	6/18/13

community outreach and satisfaction (Fantini, Nolan)(C13-149)

- District accept offer to join national consortium on programs focused on Chinese and Portuguese (Nolan)(C13-150) 6/18/13

7. Superintendent's Report/Presentations/Consent Agenda:

6a. Innovation Agenda:

6b. Consent Agenda:

#13-109 Recommendation: Approval of a Request from the School Committee to the Election Commission form Mailing Addresses

#13-110 Recommendation: Contracts for Day & Residential Program Services not Available from the Cambridge School Department

#13-111 Recommendation: Contract Award: New England School Services: Doors & Supplies

#13-112 Recommendation: Contract Award: Pasek: Supplies for Doors

#13-113 Recommendation: Contract Award: Public Consulting Group: Medicaid Billing and Collection Services

#13-114 Recommendation: Contract Award: Family Lives: Nursing Services

#13-115 Recommendation: Contract Award: Home Depot: Carpentry & Maintenance Supplies & Materials

#13-116 Recommendation: Contract Award: City Sprouts: Educational Development, garden coordination, supplies & related services for school gardens

#13-117 Recommendation: Grant Awards (10)

SUPPLEMENTAL RECOMMENDATIONS:

#13-129 Recommendation: Contract Award: Garelick Farms, LLC: Dairy Products for Food Service

#13-130 Recommendation: Contract Award: Thurston Foods, Inc.: Supply and Deliver Groceries to Cambridge Public Schools

#13-131 Recommendation: Contract Award: Costa Fruit & Produce Co.: Supply and Deliver Groceries to Cambridge Public Schools

8. School Committee Agenda (Policy Matters/Notifications/Requests for Information):

#13-118, Motion by Ms. Turkel and Mr. McGovern that criteria for safety exceptions to bus eligibility policy be reviewed. And, further that changes be made if appropriate, before the start of the 2013/14 school year.

#13-119, Motion by Mr. McGovern and Ms. Turkel that the Field Trip Policy be amended as indicated below. And further, that policy guidelines, amended to reflect how this change will be implemented, be in place for the 2013/14 school year:

FIELD TRIP POLICY

The Cambridge School Committee recognizes that first-hand experiences provided by field trips and school-sponsored trips are a most effective and worthwhile means of learning; therefore, the Cambridge School Committee encourages that field trips and school-sponsored trips of significant educational value, which are related to the total school program and curriculum, be encouraged under guidelines established by the Superintendent of Schools.

The guidelines established by the Superintendent of Schools shall address the process for screening, evaluating and approving field trips and school-sponsored trips in order to ensure that all reasonable steps are taken for the safety of the participants. Additionally, the guidelines should require the prior approval of all field trips or school-sponsored trips by the principal and the prior approval by the Superintendent of Schools and/or his/her designee of all overnight and out-of-state or out-of-country trips. Furthermore, the guidelines shall establish procedures to assure that: (i) all students have parental permission for trips; (ii) all trips are properly supervised, (iii) all safety precautions are observed, and (iv) all trips contribute substantially to the educational program. Field trips and school-sponsored trips shall not require approval of the Cambridge School Committee.

Approval of all field trips and school-sponsored trips shall be conditional. Approval for any field trip or school-sponsored trip may be revoked if a change in circumstances, whether man-made or natural, would warrant cancellation of this field trip or school sponsored trip in the interest of the safety of the students and staff of the Cambridge Public Schools.

The Cambridge Public Schools and the Cambridge School Committee will not be responsible for any financial obligations incurred as a result of the planning of the field trip or school sponsored trip, or for any monies that are non-refundable or are otherwise lost due to the subsequent cancellation of the field trip or school sponsored trip.

No student shall be denied ~~the privilege of~~ participation in a field trip or school-sponsored trip because of financial inability to pay the fee. No student shall be denied participation in a field trip or school-sponsored trip as a consequence of previous behavior. When appropriate, a plan will be designed well in advance of any trip, to facilitate the participation of all students with 504 Plans, students with Individual Education Plans (IEP) and/or typical students.

Each club, team or group is responsible for raising all of the money necessary to fund a field trip or school sponsored trip that is being proposed by a group of students. No fundraising or other preparations for a field trip or school sponsored trip should occur until the field trip or school sponsored trip has been approved. No financial support will be available from the Cambridge Public School Department or the Cambridge School Committee for any overnight, out-of-state or out-of-country travel.

The Cambridge Public School Department and the Cambridge School Committee will not be responsible for any expenses incurred as a result of a chaperone's decision to send a student participant home earlier than the scheduled return date due to the student's unacceptable behavior. Students and their parents/guardians will be held responsible for any damage done to hotels, rental properties, real or personal property. Parents must agree to pay for any damages that may be done by their son/daughter and/or aid school officials in collecting money necessary to do so.

For all field trips requiring transportation, transportation must be provided by a common carrier that is licensed to do business in the Commonwealth of Massachusetts and is licensed for passenger transport by the Federal Motor Carrier Safety Administration, or in an approved Cambridge Public Schools licensed vehicle or by public transportation, such as the MBTA, bus, train or other form of public transportation. All charter services for field trips or school sponsored trips must be provided by a common carrier that is licensed by the Commonwealth of Massachusetts to provide charter services and is licensed for passenger transport by the Federal Motor Carrier Safety Administration. All vendors that provide transportation for field trips or school sponsored trips must provide evidence that their driver(s) are licensed in the Commonwealth of Massachusetts to drive the vehicles being used to provide the transportation for the field trips and/or the charter services for the field trips. All transportation vendors also must maintain liability insurance with a minimum of $500,000 (five hundred thousand dollars) per occurrence for bodily injury. No transportation vendor shall be used to provide transportation and/or charter services for field trips or school sponsored trips if it has a rating of "conditional" or "unsatisfactory" issued by the Federal Motor Carrier Safety Administration. Nothing in this field trip policy should be construed to prohibit field trips where students travel by means of walking.

Use of privately owned vehicles or leased vans to transport students to and from field trips, athletic events or school sponsored trips are strictly prohibited, except in the case of a bona fide emergency. Determination of the existence of a bona fide emergency will be made by the Principal and/or Trip Leader

if the Principal is not present. Staff and parents who use their own vehicles risk being legally liable for any injury a student sustains while in the vehicle.
Overnight accommodations should be made in advance with safety and security in mind and, whenever possible, travel between the hours of midnight and 6:00 a.m. should be avoided, trip itineraries should leave enough room for drivers to rest in conformity with federal hour-of- service requirements and common sense and take into account the likelihood of delays due to weather, traffic and unanticipated factors.
LEGAL REFS: M.G.L.c. 71, §37N Massachusetts Department of Education Model Policy
Adopted: November 18, 2003

#13-120, Motion from Mr. Fantini and Ms. Turkel: That when enrolling students for kindergarten and/or junior kindergarten each school or program will admit no more students per grade level than the number of seats that school or program has in its first grade classrooms. Once the number of students admitted to kindergarten or junior kindergarten reaches the number of seats in that school's or that program's first grade, only children from the other grade level will be admitted. SES balance will apply to each grade level.

#13-121, Motion by Mr. Fantini, Ms. Nolan, and Ms. Turkel: That for grades one through eight gender will be considered in the student assignment process. A grade level of students in a school or program will be considered within acceptable gender balance when neither gender exceeds 60% of enrollment in that grade. When a grade level is over 60% one gender, and there are open seats, children from the underrepresented gender will be allowed to enter ahead of other applying or waitlisted students until neither gender exceeds 60%. If there are no children of the underrepresented gender applying or waitlisted, children from the overrepresented gender will be admitted.

#13-122, Motion by Mr. Fantini and Mr. Harding that each of the elementary and middle schools be provided with feedback in the form of a written report, provided by an expert consultant retained under the Request for Proposal (RFP) process, as to the progress each school is making towards meeting the data-driven, high-quality improvement strategies as noted in the School Improvement Plans, other guiding documents and other indicators as designated by the Superintendent, including parent satisfaction. Further, that the Superintendent provide copies of each report to the School Committee as part of its annual review of the School Improvement Plan as required by law. Further, the Superintendent shall provide analysis of the progress or lack thereof of student achievement.

#13-123, Joint Motion by Ms. Nolan and Ms. Turkel that whereas the District grants a waiver from physical education to student athletes who are on a sports team, and whereas current practice effectively limits the waivers for sophomores only to students enrolled in Honors Level English classes, now therefore, the School Committee directs the administration to ensure that the high school schedule is in accordance with our policy on athletic waivers, and does not discriminate against non-Honors students.

#13-124 Joint Motion by Ms. Nolan and Ms. Turkel that whereas the high school course selection for students taking CP level Algebra I, Geometry and English 9 is restricted to only a full year course, and whereas this double block requirement limits the options of course selection for CP students, that the school district provide the rationale for CP students needing double the course time as Honors students for those three courses.

#13-125, Joint Motion by Mr. Harding, Ms. Nolan and Ms. Turkel that whereas the School Committee supports teachers and affirms that teachers are essential to student achievement, and whereas district policy states that students have access to Algebra I in "grade 8 or earlier" and whereas the Math curriculum review report states that "students in the Grade 8 Algebra program can study the new Common Core Algebra 1 content and take the Algebra I final exam at the end of the year" and whereas online resources should supplement and not supplant teachers, now therefore the School Committee asks that the school district make clear the process for all eighth grade students to have the opportunity during their regular school day to successfully complete a full Algebra 1 course, with teacher direction and instruction. Further that the process be communicated to all families at the start of the school year.

#13-126, Joint Motion by Mr. McGovern, Ms. Nolan and Ms. Turkel that the School District ensures that stipends for faculty advised clubs, sports and other activities be equitable.

#13-127, MASC invoice for membership fees ($6,500.00)

#13-128, NSBA invoice for affiliate fees ($4,675.00)

9. Non-Consent Agenda:

10. Resolutions (letters of congratulations, letters of condolence):

11. Announcements:

11. Late Orders:

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